

**Village of Indian Head Park
201 Acacia Drive
Indian Head Park, IL 60525
MEETING MINUTES
BOARD OF TRUSTEES**

“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of votes taken.”

Thursday April 9, 2015

7:30 p.m.

CALL TO ORDER – MAYOR RICH ANDREWS

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, April 9, 2015 at the Municipal Facility, 201 Acacia Drive, and was convened at 7:30 p.m. by Mayor Richard Andrews.

Mayor Andrews stated for the record that Board meetings are being videotaped and audio recorded by the Village, and may be video or audio recorded by others also present. Recording Secretary Mary Crowley called the roll as follows:

ROLL CALL: JOSEPH CONSOLO, VILLAGE CLERK

PRESENT (AND CONSTITUTING A QUORUM):

Mayor Rich Andrews
Trustee Brian T. Bailey
Trustee Tom Hinshaw
Trustee Brenda O’Laughlin
Trustee Norman L. Schnaufer
Trustee Matt Walsh
Trustee Amy Jo Wittenberg

ABSENT:

None

ALSO PRESENT:

Steve Busa, Treasurer

Rich Ramello, Counsel, Storino, Ramello & Durkin
Edward Santen, Water/Public Works Superintendent
David Brink, Administrative Services

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Andrews and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *"I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands one nation under God indivisible with liberty and justice for all"*.

MAYOR'S REPORT – Mayor Rich Andrews

Mayor Andrews began his Report by congratulating the newly elected Village President, Board Members, and Village Clerk.

Mayor Andrews thanked all the volunteers who contributed and helped with the Annual Easter Egg Hunt, especially Walgreens for donating all the candy, and the Highland Middle School children for stuffing the eggs. Mayor Andrews also acknowledged Trustee Wittenberg and her kids, Trustee Walsh and his son, Diane and Jonathan Andrews, Anne Bermier, and Superintendent Ed Santen for their help with the Easter Egg Hunt.

Mayor Andrews stated that he was pleased to report receiving a payment from the Timber Trails Development Company towards the outstanding impact fee of \$200,000.00, which was a shortfall of the original agreement of \$500,000.00 and a paved sidewalk along Plainfield Road. The shortfall was a result of a bad economy and entity changes. The current entity agreed to continue the commitment, and remitted a \$23,000.00 check to the Village in August of 2014, and now another \$23,000.00 check dated April 9, 2014 to go towards the outstanding \$200,000.00 impact fee. The Mayor added that The Village Board voted and agreed to earmark any funds received from the impact fee to go towards streets and infrastructure. Mayor Andrews thanked Brian and Pat Taylor from the Timber Trails Development Company.

Mayor Andrews recognized Trustee Matt Walsh to speak. Trustee Walsh congratulated the new Village Board Members and wished them the best. Trustee Walsh noted that he began his career in government in the late nineteen nineties on the Planning and Zoning Committee. He was appointed to fill a vacancy in 2001, elected in 2003, 2007, and 2011, and found it very rewarding. Trustee Walsh explained that he felt it was not prudent to run again since he was asked to fill positions on several charity foundation boards which will take a lot of his time. Trustee Walsh thanked everyone he served with and stated that even though they may have gone through many hurdles, they accomplished a lot and are turning the reins of The Village Board over to the new Board in outstanding shape. Trustee Walsh thanked the audience for voting for him all these years and he hoped he served them all well. Mayor Andrews requested the Board members and Audience join him in a round of applause for Trustee Walsh. Mayor Andrews proclaimed that the Village is a better community because of Trustee Walsh's service.

CONSENT AGENDA (DISCUSSION AND A POSSIBLE VOTE MAY TAKE PLACE)

- 1) Reappointment of Timothy Kyzivat to the Planning and Zoning Commission for a term ending April 9, 2017.***
- 2) Reappointment of Noreen Costelloe to the Planning and Zoning Commission for a term ending April 9, 2018.***
- 3) Reappointment of Mario Stefanini to the Fire/Police Commission for a term ending April 9, 2017.***

Trustee Brian Bailey moved, seconded by Trustee Wittenberg, to approve the Consent Agenda. Motion carried by voice vote (6-0-0).

APPROVAL OF FINANCIAL REPORT:

Financial Report for the month ending March 31, 2015.

Treasurer Steve Busa presented the Financial Report for the month ending March 31, 2015. The revenues were \$465,235.22, expenditures \$282,032.12, and at the end of March, all the Village funds totaled \$1,516,223.17. Treasurer Busa pointed out that the revenues reflect a good portion of collection of the first installment of the real estate taxes. There being no questions pertaining to the Financial Report, Trustee Schnaufer moved, seconded by Trustee O’Laughlin, to approve the Financial Report for the month ending March 31, 2015, as presented by Treasurer Busa. Motion carried by voice vote (6-0-0).

APPROVAL OF BOARD MEETING MINUTES:

The approval of the March 12, 2015 Board meeting minutes.

Mayor Andrews asked if there were any corrections or additions to The Minutes of The Village Board of Trustees Meeting on March 12, 2015. Trustee Tom Hinshaw noted an addition to paragraph three, first line after the word did “*follow section 4.22; claims and disputes with a monthly claim log, and*” also the addition of “*or take any other action to address issues raised*” after the word budget in paragraph three line three. There being no further corrections or additions, Trustee Schnaufer moved, seconded by Trustee O’Laughlin, to approve the March 12, 2015 Village Board Meeting Minutes as amended, Motion carried by a voice vote (6-0-0).

QUESTIONS AND OR COMMENTS FROM THE AUDIENCE-AGENDA ITEMS ONLY:

AGENDA ITEMS (DISCUSSIONS AND A POSSIBLE VOTE MAY TAKE PLACE)

- 1) An Ordinance Amending Chapter 3.30 Entitled “Fees and Charges” of Title 3 Entitled “Revenue And Finance” and Section 13.08.150 Entitled “Water Rates” of Chapter 13.08 Entitled, Water service System “Of Title 13 Entitled “Public Services” Of The Indian Head Park Municipal Code .(Ordinance No. 2015-4)***

Mayor Andrews explained that Ordinance No. 2015-4 is a water rate increase of five cents per 1,000 gallons of water used, which is solely a pass along charge to cover the five cent rate increase from the City of Countryside to the Village starting May 1, 2015. This would increase the cost of water from \$10.00 to \$10.05 per 1,000 gallons. Mayor Andrews added that the next Board may decide to increase water rates to implement the Capital Improvement Program and/or the Water Meter Replacement Program.

Trustee Tom Hinshaw stated that he supports covering the charge from Countryside but he regrets that they did not look at the Capital Improvement Plan with respect to this increase. He stated he is not big on raising costs but looking at the Capital Improvement Plan, it will be evident the Village does not have the funds to cover the several million dollars of projects in the next five years.

Trustee Amy Wittenberg asked if this was the third time this Board voted to pass a water increase. Mayor Andrews replied by noting the three times they have. Trustee Wittenberg expressed that she is disappointed they have not passed along additional water/sewer increases to cover infrastructure cost. Mayor Andrews noted that Trustee Wittenberg was welcome to motion to amend this ordinance to add on to it. Mayor Andrews added that he too is disappointed but since the Board decided to come up with a Capital Improvement Plan which has necessarily taken a lot of time, they have not arrived at a point to know exactly what funds would be needed as of yet. Trustee Wittenberg concluded by stating that they have not been accruing the money needed to run the infrastructure of the Village. Trustee Wittenberg did not motion to amend Ordinance No. 2015-4.

Trustee Brian Bailey commented that as a Trustee, it has been his opinion to not put all the burden of costs on the residents and that alternate revenue would be a better way of providing funds for the infrastructure costs.

Trustee Tom Hinshaw asked Trustee Bailey that if the Capital Improvement Plan showed that we needed \$400,000.00 each year for the next 5 years, how would we pay for this without solely raising water/sewer rates. Trustee Bailey mentioned the option of Home Rule, which was attempted several years ago, but voted down by residents, which would collect revenue from people passing through town.

Trustee Matthew Walsh moved, seconded by Trustee Tom Hinshaw, to approve Ordinance No. 2015-4, amending Chapter 3.30 entitled "Fees and Charges" of Title 3 entitled "Revenue and Finance" and Section 13.08.150 entitled "Water Rates" of Chapter 13.08 entitled, "Water Service System" of Title 13 entitled "Public Services" of the Indian Head Park Municipal Code. Motion carried by roll call vote (6-0-0).

Ayes: Trustees; Bailey, O'Laughlin, Schnaufer, Walsh, Wittenberg
Nays: None
Absent: None

2) A Resolution Awarding a Purchase Order and Authorizing The Issuance of a Notice of Award for a 2016 International 7400 Sba 4x2 Chassis and Dump Body with Snow Plow and Salt Spreader Attachments for The Village of Indian Head Park, Illinois (*Resolution #R4-15-1*)

Mayor Andrews presented the next item which is Resolution No. R4-15-1, awarding a Purchase Order and authorizing the Issuance of a Notice of Award for a 2016 dump truck. Mayor Andrews noted that The Village Board had budgeted \$24,000 this year for a truck with the idea that the Village would finance the truck over five years. After a list of specifications was produced, Counsel prepared a bid packet and they solicited bids from four entities: Peterbuilt, Mack Truck, Rush Truck Center, and International Harvester. Only one of the four bids was returned which was from Rush Truck Center for \$152,900.00. Mayor Andrews explained that the price of last year's estimated cost of \$125,000.00 for a truck was a state purchasing plan price. Superintendent Ed Santen added that the price this year is higher due to the manufacturer raising the price of the chassis by \$7,000.00, and that it is a new model year. Superintendent Santen also confirmed that the bid of \$152,000.00 includes the cost of necessary equipment. He explained if the truck is purchased at the price of \$125,000.00, the Village would have to pay the additional costs for the necessary equipment to be included.

Superintendent Santen gave details in regard to the condition of the present dump truck which the new truck will replace, he added that it was in the maintenance shop for about three months with over \$10,000 in costs. Trustee Brenda O'Laughlin and Trustee Amy Wittenberg questioned the funds spent on the old truck this past year, when funds were allocated for a new truck. Mayor Andrews and Superintendent Santen recalled that the delays were a result of the State deciding to end the state purchasing price, and we waited in anticipation that the State would initiate a new state purchasing contract, since the State took no action, we had to proceed on our own. Trustee Tom Hinshaw asked about the amount of trucks, and the possibility of purchasing a used or smaller truck. Discussion ensued between Superintendent Santen, and the Village Board.

Trustee Bailey moved, seconded by Trustee Schnauffer for an approval of Resolution No. R4-15-1, Resolution awarding a Purchase Order and authorizing the issuance of a Notice of Award for a 2016 International 7400 sba 4x2 Chassis and Dump Body with Snow Plow and salt spreader attachments for The Village of Indian Head Park, Illinois (*Resolution #R4-15-1*). Motion did not approve by voice vote (2-3-0-1)

Ayes: Trustees; Bailey, Schnauffer,
Nays: Trustees; Hinshaw, O'Laughlin, Wittenberg
Absent: None
Abstain: Walsh

American Cell Tower Lease Extension Agreement:

Mayor Andrews reported that he and Trustee Tom Hinshaw have been working with Counsel Man Matt Holmes in attempt to negotiate a lease extension with American Cell Tower. There is a question with respect to the legal description in the Agreement, and at the expense of American

Cell Tower, they will hire a surveyor/engineer to look at it and come up with the correct description to be inserted into the Lease Agreement. Mayor Andrews stated that an Agreement should be ready for the following Village Board Meeting.

Discussion regarding water meter replacement:

Mayor Andrews noted that Superintendent Santen, Administrator Brooks, and Trustee Bailey have been involved in observing and researching new water meter equipment. There is an ability for the village to receive a low interest loan through what was Governors Quinn's Clean Water Initiative, now referred to another name being handle by the Illinois E.P.A. Superintendent Santen is presently retrieving information for a pre loan application and the interest rate would be approximately 2.2 %.

Superintendent Santen began by noting that the Water Meter Replacement Project would replace approximately 960 meters, which are about twenty to thirty years old. Superintendent Santen added that they will be recommending the Village chooses the automatic reading system in which the Public Works Department would retrieve the reads by radio signal, drop off the hand held unit to the Village office which gets downloaded into the water billing system, and the bills would be processed within a day or two. The estimated installation time would be about three months and the approximate cost would be \$300 to \$350 each. Superintendent Santen explained that they visited three water meter suppliers, Badger Meter, Sensus Technologies, and Neptune; they all have a good product and are reasonably priced. Superintendent Santen stated that it is on the Village Capital Plan and that as soon as we replace the meters we will see a significant increase in revenue. Trustee Bailey noted that he did attend the meetings with Superintendent Santen, and they were all in agreement, but the new Village Board Members should make this decision.

Discussion ensued between Superintendent Santen and the Village Board in regard to what was included in the cost per meter, if and how to accurately judge the gained revenue, installation time, installation coordination, employee time saved, and options of how to collect the cost from the water residents.

Mayor Andrews stated that they have agreed they are ready to issue a proposal out to the vendors, but are waiting until it is determined how the project will be funded which is part of the Capital Improvement Plan.

Village Infrastructure/Capital Improvement Plan:

Mayor Andrews began a discussion in regard to the Village Infrastructure/Capital Plan which was revised and presented by Superintendent Santen. Discussion ensued between Superintendent Santen and the Village Board Members. Trustee Hinshaw requested that the Capital Improvement Plan be available on our website. Dave Brink noted that he will place it on the Village website. After there were no further questions and or comments, The Village Board

Members agreed to continue the Capital Improvement Plan discussion at the May 2015 Village Board Meeting, and they thanked Superintendent Santen for his work on the Plan.

DISCUSSION REGARDING DRAFT- INDIAN HEAD PARK BUDGET FOR FY2015/2016:

Mayor Andrews explained that Administrative Services Dave Brink, Trustee Schnuafer, Trustee O’Laughlin, and Administrator Brooks, met on March 23, 2015 to work on the Fiscal Year 2015/2016 Draft Budget. Trustee Schnauffer noted that there are several items pending on a Village Board approval, and items that are yet to be determined, for example the budget for the Heritage Center. Mr. Brink mentioned that this Draft Budget is not ready to submit for passage at this time. Mr. Brink, Trustee’s Schnauffer and O’Laughlin, agreed to meet again within the next couple of weeks to work more on the Budget. Mr. Brink concluded that they have a May meeting and two June meetings, if needed, to have a Final Draft Budget ready to pass so that the necessary Appropriation Ordinance can be filed by the July 30, 2015 deadline. Trustee Schnauffer and Trustee O’Laughlin thanked Mr. Brink for his time and work spent on the Budget.

HERITAGE CENTER:

Mayor Andrews noted that The Village had a survey done of the Heritage Center and distributed a copy to The Board Members. The gross area of the property on the survey appears to qualify for a subdivision. Mayor Andrews added that the incoming Village Board can review the options of keeping the heritage center on one lot and selling the other lot, selling both lots, or keeping it as it is. Mayor Andrews recommended that the Village retrieve a market analysis and asked Trustee Hinshaw if he would be able to find a fellow realtor who would provide this service.

QUESTIONS AND OR COMMENTS FROM THE AUDIENCE:

Mr. Charles Eck from 11001 Edgebrook asked if the drainage from the Heritage Center would affect the Ashbrook Subdivision. Superintendent Santen stated that the drainage would have to follow the proper guidelines so as not to effect adjacent properties. Mr. Eck thanked Mayor Andrews for his many years of serving the Village of Indian Head Park, and requested a round of applause from the audience. Mayor Andrews thanked Mr. Eck for his support, kind words, and cooperation.

Mr. Don Hoak from 6383 Pontiac Drive had comments in regard to: budgeting verses financing interest payments, accommodating for inflation, staying proactive in regard to state purchase agreements, cell tower agreements, the return of investment on water meters, and monitoring water leakage. Mr. Hoak expressed appreciation to Trustee Hinshaw for his suggestion that several items discussed during the meeting be posted on the Village website. Mr. Hoak stated that he believes the Village Board should give the citizens who want to keep the Heritage Center enough time to organize a non for profit if they wish to maintain and finance the Heritage Center. Discussion ensued.

Mr. Hoak thanked Trustees Bailey, Schnaufer, Walsh, and Mayor Andrews for their service.

Trustee Tom Hinshaw thanked Trustee Walsh for his service since he will not be at the May meeting.

Mr. Scott Garon from 11207 Sequoya Lane commented that he has a new meter and pays a high enough water bill and is not in favor for a meter replacement program. Mayor Andrews informed him that he is in the Lagrange Highland's Water System. Mr. Garon also noted that he would like a fence and sidewalks on Wolf Road. Mayor Andrews stated that when brought up in the past, the high cost of sidewalks and the idea of fences was not favored by the residents. Discussion ensued.

ADJOURNMENT:

There being no further discussion, Trustee Walsh moved, seconded by Trustee O'Laughlin, to adjourn the Village Board of Trustees meeting at 9:20 p.m. Motion carried by voice vote. (6-0-0).

Submitted by,

Mary Crowley, Recording Secretary